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## CODE OF ETHICS FOR IRATA MEMBERS

Member companies undertake to respect the rules of professional behaviour contained in this Code of Ethics. They must accept only tasks for which they possess or have access to the necessary competence and organisation and discharge their duties with complete fidelity.

They shall:

- accomplish each task solely in the legitimate interest of the client;
- carry out their tasks with all reasonable skill, care and diligence;
- refrain from directly approaching staff within clients or other IRATA members in order to induce them to enter their own service;
- inform the client of any links with the contractors, or other commercial interest which might make their professional impartiality suspect;
- respect and properly apply the laws, regulations, technical rules and accepted professional standards and must not accept contracts or instructions incompatible with such rules;
- respect the personal and professional dignity of employees, colleagues and other persons, and the various persons or entities with whom they deal.

Members shall not:

- Act so as to injure the professional reputation and prospects or business of another individual member, member company or organisation;
- Make exaggerated or unjustified claims;
- Offer to make payment, by way of commission or otherwise, for the introduction of business except through accredited agents or brokers.
- Use intellectual property such as procedures or manuals gained from another member without permission.

The IRATA Appeals and Complaints Procedure is set out in the Bye-Laws of the Association